

## Job Description

Job Title: Design Engineer  
Department: Design

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Date Prepared:

### **SUMMARY:**

Create job package from Bid packet and blueprints. This includes actual measuring of models and producing shop drawings for final approval. Drafts detailed drawings of parts for units, complete breakdowns for shop, pulls appliances specs. Creates part list for the shop, corrects drawings for each lot based on actual field measurement. Supply shop packages for individual product delivers per contractors request. Details all supplementary work orders.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Produce job package for production
- Completes breakdowns for shop
- Pulls appliances specs
- Creates part list for the shop
- Creates shipping lists
- Corrects drawings for each lot based on actual field measurement
- Details all supplementary work orders
- Utilizes knowledge of various cabinets, engineering practices, mathematics, building materials, and other physical materials to complete drawings.
- Provides dimensions, material to be used, and other information necessary to make detailed drawing clear and complete.
- Makes any adjustments or changes necessary or desired.
- Other duties may be assigned.

**ALL DUTIES ARE PERFORMED WORKING FROM A PRODUCTION SCHEDULE**

**QUALIFICATIONS AND SPECIAL SKILLS REQUIRED**

- Highly motivated self-starter. Able to manage ones own work load
- Able to read and understand construction blueprints
- Strong knowledge of Cabinet Vision and Cabinet Vision Solid
- Some computer skills
- Strong interpersonal and communication skills
- Ability to manage multiple priorities
- Ability to work effectively in a team environment
- Ability to solve problems

**CERTIFICATES, LICENSES, REGISTRATIONS**

- None required

**PHYSICAL DEMANDS**

- Be able to walk and field measure construction job sites
- Requires low physical activity

**WORK ENVIRONMENT**

- Be able to conduct oneself in a professional manner
- Able to interact well with others

**SAFTEY EQUIPMENT**

- Proper dress and footwear when required for construction sites
- Hardhat and proper eyewear